

CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.10 PM ON
18TH AUGUST 2025 AT SESSIONS HOUSE, LYNN ROAD, ELY

PRESENT: Mrs T Coulson – Clerk to the Council

Cllr C Ní Dhónaill

Cllr R Ward

Cllr M Banyard

Cllr R Denness

Cllr C Phillips

Cllr R Morgan

1. APOLOGIES

Apologies were received from Cllrs Sandhu, Trent and Moss-Eccardt.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 2ND JUNE 2025) AND MATTERS ARISING AND THE MINUTES OF THE EXTRAORDINARY MEETING (HELD ON THE 7TH JULY 2025) AND MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 2nd June 2025, were proposed as a true record, with the correction of one spelling mistake, by Cllr Ní Dhónaill, seconded by Cllr Banyard and unanimously agreed. They were signed by the Chairman. Pages PFG 174, 175, 176 and 177 refer. Matters arising:- PFG 176, item 17 – the Clerk informed councillors the investment of the additional funds into the CCLA Public Sector Deposit Fund would be transferred this week. PFG 177, item 19 – The Clerk informed councillors Ely Museum had considered the old robes, chain and hats and would like to take permanent loan of one of the hats and the old Mayor's chain. Councillors were happy for them to have these two items on permanent loan. Minutes of the Extraordinary Meeting held on the 7th July 2025 were proposed as a true record by Cllr Ní Dhónaill, seconded by Cllr Banyard and unanimously approved. There were no matters arising.

4. BUDGET UPDATE

The budget updates, up to the 30th June 2025 was noted. There were no significant variances that councillors had concerns with.

5. UPDATE FROM THE GOVERNANCE WORKING GROUP

Cllr Phillips presented notes of the Governance Working Group meeting held on the 5th August 2025. They had looked at the process for election of Committee Chairs and the length they should serve as the Chair. Cllr Ní Dhónaill proposed the Working Group's proposal to adopt a new system where Chairs and Vice-Chairs are elected by each committee at their first meeting, following the Annual Council Meeting, be proposed to the next Full Council for formal adoption. This would be effective from May 2026. This was seconded by Cllr Ward and unanimously agreed. Following a proposal by Cllr Ní Dhónaill, which was seconded by Cllr Banyard, it was also unanimously agreed to put forward to the next Full Council, the Working Group's proposal that the maximum time councillors should occupy the Chair of a particular committee should be three years, backdated to May 2023, the last elections. In the case of no other councillors wishing to take over the role of Chair, after the three years had been reached, Council could approve an exception to this rule and agree the Chair continues for a further year. This proposal would not include the Chair of Planning. The Working

.....
COMMITTEE CHAIRMAN
3RD NOVEMBER 2025

5. UPDATE FROM THE GOVERNANCE WORKING GROUP continued

Group also discussed whether the Youth Lead should be a member of the P, F & G Committee and whether Chairs of Working Group should be required to be a member of the committee they report back to. They felt this was not necessary for either of these. If approved by Full Council, the Standing Orders would be amended.

6. UPDATE FROM THE COUNCIL'S STRATEGIC PLAN WORKING GROUP

The notes from the meeting held on the 8th July were noted. The information had now been received from the Chair of the Tourism Committee, which will be incorporated into the Plan. A meeting will be arranged shortly to move forward with ensuring the Plan is ready for public consultation.

7. UPDATE FROM CIL SUB-COMMITTEE AND TO RECEIVE CIL EXPENDITURE ANALYSIS UPDATE

Minutes of the meeting held on the 23rd June 2025 were noted and approved. The recommendations from the CIL application received for funding to replace boilers and radiators at the Maltings (£80,000) had already been approved at the Full Council meeting held on the 21st July 2025. The CIL expenditure analysis update, to the 30th June 2025 was noted.

8. UPDATE FROM THE INCLUSIVITY WORKING GROUP

The Working Group had not met. Cllr Phillips reported that Ely Pride had been a successful event with councillor support for the Council stall being very good, with over half of the councillors volunteering on the day. He thanked Cllr Trent for all the hard work he had put into making the wooden rainbow which was painted by members of the public. He also thanked the Mayor for his wonderful speech.

9. UPDATE FROM THE NORTH ELY HUB AND COMMUNITY WORKING GROUP

The Working Group had not met.

10. TO CONSIDER THE APPOINTMENT OF A NEW YOUTH LEAD

It was agreed to defer this item to the next meeting to allow for the co-option of the two new councillors. It was felt that this role and its expectations should be looked at before the next meeting. Should be more an ambassador role than a project worker.

11. UPDATE FROM THE COMMUNICATIONS & PR WORKING GROUP

Notes from a meeting held on the 11th June 2025 were noted. It was unanimously agreed the Working Group should move forward with obtaining quotes for the new website. They reiterated how important it was to ensure the Civic and Corporate Services Officer was involved in the process.

12. TO NOTE AND APPROVE THE ANNUAL REVIEW OF THE COUNCIL'S POLICIES AND PROCEDURES AND TO CONSIDER NEW MEETING APOLOGIES POLICY AND NEW INFORMATION TECHNOLOGY POLICY

Councillors noted and approved the annual review of the Council's policies and procedures. Cllr Ní Dhónaill proposed the new Meeting Apologies Policy be recommended to Full Council for formal adoption. This was seconded by Cllr Ward and unanimously approved. Cllr Ní Dhónaill proposed the new Information Technology Policy be recommended to Full Council for formal adoption. This was seconded by Cllr Banyard and unanimously approved. Cllr Morgan wished to propose a motion under this item for DBS checks for councillors. It was agreed that this could not be considered under this item and would have to be considered as an agenda item at the next meeting.

.....
COMMITTEE CHAIRMAN
3RD NOVEMBER 2025

13. TO CONSIDER THE GRANT APPLICATIONS FOR 2025/26

Members considered the grant applications for 2025/26, with a late submission also being considered. A list of recommendations for awards will be proposed to the next Full Council meeting, which are attached to and form part of the minutes of this meeting

14. TO DISCUSS THE STAINED GLASS MUSEUM

The email from Cllr Sandhu regarding his meeting with Dr Allen was noted. It was felt that as he was absent from the meeting that this be deferred until the next meeting when it could be discussed fully with Cllr Sandhu present.

15. TO NOTE LETTER FROM CCLA

The letter from CCLA regarding CCLA being acquired by Jupiter Investment Management Group Ltd was noted.

16. HEALTH AND SAFETY ISSUES

There were no health and safety issues to report.

17. PERSONNEL ISSUES

Councillors noted the Local Government Services Pay Agreement for all staff members of 3.20% for 2025/2026 had been finalised. This had been implemented in the August salaries, being backdated to April 2025.

Councillors noted the report from the Clerk regarding staffing issues at OCH. They unanimously agreed with this report and the action undertaken.

18. DATE OF NEXT MEETING

The next meeting will be held on the 3rd November 2025.

The meeting closed at 8.34 pm.

.....
COMMITTEE CHAIRMAN
3RD NOVEMBER 2025



**CITY OF ELY COUNCIL - 2025/2026 FINANCIAL YEAR
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
APPLICATIONS FOR GRANT AWARDS**

<u>APPLICANT</u>	<u>Requested</u>	<u>Recommended</u>
1. Voluntary & Community Action East Cambs (VCAEC)	£971	£971
2. Ely Foodbank	£1000	£1000
3. Cambridgeshire Artistic Roller Skating Club	£1000	£1000
4. Prickwillow Village CIC	£341	£341
5. Ely College	£1000	£1000
6. Cambridgeshire Cricket Ltd	£1000	£1000
7. The Stained Glass Museum	£1000	£1000
8. Magpas Air Ambulance	£500	£500
9. Ely City Football Club	£2000	Clerk to contact to seek clarification as a Ltd company so may not meet criteria of the scheme £1500
10. Cruse Bereavement Support	£962	£962
11. Diversity Tennis CIC	£2500	£1500
12. Ely Arts Festival	£free hire of SH for 8 sessions	free hire of SH for 8 sessions (approx. £960)
13. All in Sound	£1000	£1000
TOTAL REQUESTED	£13274.00	£12734.00